

# CABINET

## Older People's Cabinet Liaison Group 1<sup>st</sup> December 2015

### Report of Chief Officer (Governance)

PURPOSE OF REPORT			
To consider the establishment and terms of reference of an Older People's Cabinet Liaison Group			
Key Decision	<input type="checkbox"/>	Non-Key Decision	Referral from Cabinet Member
Date of notice of forthcoming key decision	Not applicable		
This report is public			

#### RECOMMENDATIONS OF COUNCILLOR PATTISON

- (1) That Cabinet considers the establishment and terms of reference of an Older People's Cabinet Liaison Group as set out in the report.

#### 1.0 Introduction

- 1.1 The Cabinet Member with responsibility for Older People and the Voluntary Sector has been holding informal meetings with the Council's Champions to discuss the work and meetings which they attend throughout the district in support of their roles.
- 1.2 Councillor Pattison has asked that Cabinet consider formalising this, by establishing an Older People's Cabinet Liaison Group.

#### 3.0 The Proposal

- 3.1 The Cabinet Member's proposal is for the Cabinet Liaison Group to be chaired by Councillor Pattison, and, in accordance with Cabinet Procedure Rule 2.9 of Part 4, Section 5 of the Council's Constitution, participants will be invited by the Chairman and could comprise any or all of the following:
- Other Members of the Cabinet
  - Other non-executive Members of the Council
  - Others from outside the Council
  - Council officers
- 3.2 The suggested terms of reference for the group are:

“To enable the Cabinet Member to liaise with representatives from Older People and Voluntary Sector organisations in the district and consider items affecting the Older People and Voluntary Sector portfolio areas.”

- 3.3 The purpose of a Cabinet Liaison Group is to inform executive decision making and policy effectiveness on a particular topic. Because the Council does not have any functions which relate specifically to older people, it is likely that if any executive decision were to be taken affecting older people, it would overlap with another Cabinet portfolio, for example housing. Accordingly, establishing a Cabinet Liaison Group as proposed might not effectively inform the decision making.
- 3.4 It should be noted also that the role of Champion for Older People was first established by Council in December 2011 to fill a ‘gap’ identified by the Overview and Scrutiny Older Peoples’ Task Group. At that time, none of the Cabinet Members had special responsibility for Older People. At the Council meeting on 26 May 2015, appointments were made for a four year term to the Council’s Champions roles. Councillor Whitehead was appointed as Champion for older People until 2018/19. When Cabinet portfolios were announced by the Leader of the Council following that meeting, Councillor Pattison’s Cabinet portfolio included special responsibility for Older People. Establishing an Older Peoples’ Cabinet Liaison Group may therefore be perceived as duplicating the role of the Champion or blurring the responsibilities of the non-executive Champion and the Cabinet Member.

#### 4.0 Details of Consultation

- 4.1 There has been no consultation.

#### 5.0 Options and Options Analysis (including risk assessment)

	<b>Option 1:</b> To establish a CLG with the terms of reference as proposed in this report	<b>Option 2:</b> To continue informal meetings.
Advantages	Will allow for comprehensive consideration of Older People’s issues.  Will enable a room and a note taker for the meetings.	Saving of officer time and meeting room resources.  The informal group could still meet to discuss Older People’s issues and indeed the role of all of the city council’s champions
Disadvantages	Would be limited to Older People’s issues and the Voluntary Sector (and other issues in Cllr Pattison’s portfolio).	Would be able to look at the wider issues of all the Champions.
Risks	None. Cabinet Liaison groups are not mandatory.	None. Members may meet informally as and when they wish and the Members Rooms are there to enable that.

## 6.0 Conclusion

- 6.1 There is no officer preferred option, as the decision is for Cabinet to make in accordance with the Constitution. However, officers would question whether the establishment of a Cabinet Liaison Group would be the best or most effective use of limited resources.

### RELATIONSHIP TO POLICY FRAMEWORK

The establishment of Cabinet Liaison Groups should assist the Cabinet in the effective discharge of executive functions.

### CONCLUSION OF IMPACT ASSESSMENT

**(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)**

A Cabinet Liaison Group should provide focus, accessibility and inclusiveness in the Council's Executive decision-making processes.

### LEGAL IMPLICATIONS

Cabinet Liaison Groups are established in accordance with the City Council's Constitution.

### FINANCIAL IMPLICATIONS

Financial implications regarding the establishment of a Cabinet Liaison Group will involve the usual costs; that is officer time in administering and supporting the Group, room hire and refreshment costs for meetings and any travel costs for officers and members. These costs will be met from within existing budgets and resources.

### OTHER RESOURCE IMPLICATIONS

#### Human Resources:

none

#### Information Services:

none

#### Property:

none

#### Open Spaces:

none

### SECTION 151 OFFICER COMMENTS

The establishment of a Cabinet Liaison Group (CLG) would involve some resources including staff time, albeit fairly limited. Nonetheless, there appears some concern that the establishment of a CLG may not be the most effective means and therefore this raises the question of whether the use of such resources would represent value for money. This is at a time when the Council is reviewing all aspects of its business to secure savings. Cabinet is advised to

consider these points carefully in reaching a decision.

**MONITORING OFFICER'S COMMENTS**

The Monitoring Officer would emphasise that the purpose of a Cabinet Liaison Group is to inform executive decision making and policy effectiveness on a particular topic.

The roles of Champions, in contrast, are non-executive, and ensure that the needs of particular community groups are given due regard in relation to the activities of the Council and its partners.

The roles are therefore different.

In accordance with Rule 2.9 of the Cabinet Procedure Rules, it is for Cabinet to approve the establishment of a Cabinet Liaison Group, and, in so doing, Cabinet should determine the terms of reference and expected outputs of the Liaison Group.

**BACKGROUND PAPERS**

none

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